

The Commonwealth of Massachusetts
Public Employee Retirement Administration Commission
John W. McCormack Building, Room 1101
One Ashburton Place Boston, MA 02108
(617) 727-9380

M E M O R A N D U M

TO: All Retirement Boards

FROM: John J. McGlynn, Executive Director

RE: Disclosure Statements

DATE: January 6, 1997

Attached please find a revised Disclosure Statement and Disclosure Statement Acknowledgement. This revised Disclosure Statement combines the previous Disclosure Statement and Brokerage Disclosure Statement into *one* form. The questions on this *revised* Disclosure Statement are identical to those contained in the Disclosure Statement and Brokerage Disclosure Statement. It is, therefore, no longer necessary for vendors to complete the Brokerage Disclosure Statement and for the board to complete the Brokerage Disclosure Statement Acknowledgement.

Please be advised that it will be the policy of PERAC to accept *only* PERAC Disclosure Statement and Disclosure Statement Acknowledgement forms. Vendors must provide a response to each question on the PERAC form and, if necessary, should include attachments. PERAC will not accept Disclosure Statement or Disclosure Statement Acknowledgement forms that have been generated by any other source.

Boards should make copies of the attached forms and send them to vendors as needed

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Attachments

The Commonwealth of Massachusetts
Public Employee Retirement Administration Commission

DISCLOSURE STATEMENT

Name of Retirement Board: _____

Name of Individual or Entity (Hereinafter referred to as the vendor): _____

It is required that this disclosure statement be completed and signed, under the penalties of perjury, by any vendor either providing services or products or seeking to provide services or products to the Board, including but not limited to investment, actuarial, consulting, counseling, and other retirement related services.

- 1) Is the above-named vendor presently making or receiving and has the above-named vendor made or received payments, remuneration, reciprocal influence, or any thing of value in connection with obtaining, soliciting, or retaining clients or prospective clients?

YES_____ NO_____

If yes, state policy below (please attach additional page(s) if necessary):

- 2) Is the above-named vendor presently making or receiving and has the above-named vendor made or received payments, remuneration, reciprocal influence or any thing of value in connection with obtaining, soliciting, or retaining business with or from any of the 107 retirement boards established pursuant to G.L. c. 32?

YES_____ NO_____

If yes, state policy below (please attach additional page(s) if necessary):

- 3) Is the above-named vendor presently making or receiving and has the above-named vendor made or received payments, remuneration, reciprocal influence, or any thing of value in whatever form in connection with the development of products or services to be marketed to pension funds?

YES_____ NO_____

If yes, state policy below (please attach additional page(s) if necessary):

- 4) Is the above-named vendor presently making or receiving and has the above-named vendor made or received payments, remuneration, reciprocal influence, or any thing of value in whatever form in connection with the development of products to be marketed to any of the 107 retirement boards established pursuant to G.L. c. 32?

YES_____ NO_____

If yes, state policy below (please attach additional page(s) if necessary):

- 5) Has any person or entity not employed by the above-named vendor offered to assist said individual or entity in marketing its services or products, to any of the 107 retirement boards established pursuant to G.L. c. 32?

YES_____ NO_____

If yes, provide below the name and address of person or entity:

NAME _____

ADDRESS _____

- 6) Has any person or entity not employed by the above-named vendor offered to assist in the development of products or services to be marketed to any of the 107 retirement boards established pursuant to G.L. c. 32;

YES_____ NO_____

If yes, provide below the name and address of person or entity:

NAME _____

ADDRESS _____

- 7) Has the above-named vendor solicited any person or entity to assist the individual or entity in marketing the services or products of the individual or entity, to any of the 107 retirement boards established pursuant to G.L. c. 32?

YES_____ NO_____

If yes, provide below the name and address of person or entity:

NAME _____

ADDRESS _____

- 8) Has the above-named vendor solicited any person or entity to assist in the development of products or services to be marketed to any of the 107 retirement boards established pursuant to G.L. c. 32?

YES_____ NO_____

If yes, provide below the name and address of person or entity:

NAME _____

ADDRESS _____

- 9) Have there been payments, remuneration, reciprocal influence, or any thing of value in whatever form, provided to others or received in connection with the marketing of any services or any product to any of the 107 retirement boards established pursuant to G.L. c. 32?

YES_____ NO_____

If yes, provide below the name and address of such person or entity as well as a detailed statement of such transactions:

NAME _____

ADDRESS _____

STATEMENT OF TRANSACTION (please attach additional page(s) if necessary).

- 10) Have there been payments, remuneration, reciprocal influence, or any thing of value in whatever form, provided to others or received in connection with the development of a product or a service to be marketed to any of the 107 retirement boards established pursuant to G.L. c. 32?

YES_____ NO_____

If yes, provide below the name and address of such person or entity as well as a detailed statement of such transactions:

NAME _____

ADDRESS _____

STATEMENT OF TRANSACTION (please attach additional page(s) if necessary).

- 11) Does the above-named vendor have an arrangement regarding the use of “soft dollar”, “directed brokerage”, “cash rebate”, “commission recapture” programs or any other similar arrangement regarding brokerage generated by the Board's account?

YES_____ NO_____

If yes, state policy below. (Please attach additional page(s) if necessary.)

- 12) Does the above-named vendor have an arrangement with regard to the use of “soft dollar”, “directed brokerage”, “cash rebate”, “commission recapture” or similar arrangement with any Board established by G.L. c. 32?

YES_____ NO_____

If yes, provide a detailed statement of the terms and conditions of said arrangement or arrangements. (Please attach additional pages if necessary.)

DATE: _____

NAME OF INDIVIDUAL OR ENTITY: _____

PRINT OR TYPE NAME: _____

I attest that under the penalties of perjury that the above statements are true.

PRINT OR TYPE NAME: _____

SIGNATURE: _____

TITLE: _____

The Commonwealth of Massachusetts

Public Employee Retirement Administration Commission

DISCLOSURE STATEMENT ACKNOWLEDGEMENT

Name of Individual/Entity
Filing Disclosure Statement _____

Retirement Board _____

We, the board members and executive officer, acknowledge receipt of the Disclosure Statement filed by the above-named person or entity. We have reviewed the Disclosure Statement and have taken whatever actions, if any, necessary to clarify said Disclosure Statement. Furthermore, we fully understand its content and the responses contained therein.

We attest that the above statement is made under the penalties of perjury.

DATE: _____

Exec. Secretary/Board Administrator

Ex-Officio Member

Appointed Member

Elected Member

Elected Member

Appointed Member